

**MINUTES OF TROTTISCLIFFE PARISH COUNCIL MEETING
HELD ON THURSDAY 7 NOVEMBER 2024 at 7.30PM IN THE VILLAGE HALL**

PRESENT:

David Gaunt - Chairman (DG), Alan Palmer (ALP), Alison Prountzos (AP), Louise Leydon (LL) and Richard Vallance (RV), Ian Mills (IM)

IN ATTENDANCE:

Mrs. Louise Goldsmith (Outgoing Clerk), Miss Charlie Gavin (Clerk)

95/24 APOLOGIES FOR ABSENCE

An apology for absence was received from County Councillor Sarah Hohler, Cllr Louise Leydon and Cllr Oliver Shaw, the reasons for absence were accepted.

96/24 DECLARATIONS OF INTEREST:

None received.

97/24 INTENTION TO RECORD THE MEETING

The Clerk advised that there have been no requests to record the meeting.

98/24 APPROVAL OF MINUTES

It was **resolved** that DG sign the minutes of the Parish Council Meeting held on the 3 October 2024 as a true and accurate record of the meeting.

99/24] OPEN SESSION:

A member of the public asked for the possibility of downgrading the byway from Country Park to Pilgrims Way as they feel it is unsafe down by Commority in Pilgrims Way. Clerk to report to Kent County Council.

A member of the public was concerned about the speed of traffic in the Village. DG advised the Parish Council is trying to have the 20mph zone extended. DG advised that if the 20mph zone is extended speedwatch as a scheme could be revisited. A member of the public advised that they have witnessed a lot of motorists speeding and mounting the side of the road in Taylors Lane.

IM asked whether a Vehicle Activated Sign (VAS) could be installed on Taylors Lane. The outgoing Clerk advised that KCC are no longer authorising the installation of a VAS on the highway. KCC have previously advised that motorists tend to ignore a stationary VAS over time. KCC has now introduced a new initiative called the Speed Indicator Device Scheme whereby three poles are positioned at various locations and a speed indicator device is moved between the poles every 6-8 weeks. The scheme costs in the region of £9000.00. The outgoing Clerk suggested that a request for a SID scheme to be considered was added to the HIP.

7.45pm a member of the public left

100/24 REPORTS

- a) **County Councillor:** Nothing to report except KCC is going to deal with the potholes on Green Lane
- b) **Borough Councillors:** No update.

c) **Kent Police:** No crimes were reported in Trottiscliffe in October.

Between 08:00 on Monday 21st of October and 20:00 on Thursday 31st of October in London Road. Somebody stole a white Ford Transit:

On Monday 21st of October between 08:00 and 18:00 in London Road. Somebody stole a recently delivered parcel from a doorstep.

Between 19:00 on Tuesday 22nd of October and 08:00 on Wednesday 23rd of October in London Road. Somebody smashed a window of a Ford Transit parked in the road.

101/24] CLERKS REPORT/PAST MATTERS (Information purposes only)

The Clerk reported that the defibrillator has been checked and is fully operational. The Circuit has been updated.

102/24] PLANNING

a) Applications:

24/01345/PA at The Little Cottage, Pilgrims Way, Trottiscliffe

Two storey and part single storey rear extension. Hip to gable loft conversion with barn hips and new dormers to front and rear elevations and erection of detached garage RESOLVED: No objections noted the proposed Garage is in front of the building line

24/01646/PA at Trottiscliffe Village Hall, Church Lane, Trottiscliffe

1 x Cherry Plum (applicants ref. T001) - Lift to 3m above ground level, (Hedgerow H001 - fell 5 no. dead elm trees (2 no. partially uprooted) to ground level. RESOLVED: Support

24/01644/PA at Ivy Cottage, Taylors Lane, Trottiscliffe

To reduce the height of a sycamore on the boundary between Ivy Cottage and Oast House Lodge back to previous pollard points. RESOLVED: Support

24/01657/PA at Copper Beech, Pinesfield Lane, Trottiscliffe

Proposed demolition of the existing conservatory, garage and lean to carport. Construction of replacement lean to carport and single storey rear extension. Removal of existing roof and formation of a new roof structure to accommodate first floor habitable space. Alterations to internal layout and fenestration. Demolition of two detached garden outbuildings and formation of a single detached garden outbuilding. Associated landscaping amendments. RESOLVED: No objection - but to note there is no drawing of what is proposed to the front elevation of the house only a street plan

b) Approvals:

24/01227/PA at Orchard House, Addington Lane, Trottiscliffe

Proposed cart barn

c) Refusals: None to consider.

d) Withdrawn applications: None to consider

e) Other Planning Issues: None to consider

103/24] RESOLUTIONS

1. Staffing

RESOLVED: The outgoing Clerk to drop her hours by 50% until the end of this month before fully departing the Parish Council

2. Tennis Club

The outgoing Clerk had circulated an amended copy of the lease to the Tennis Club and a copy of the lease to the landowner. The lease to the Tennis Club had been amended in line with corrections agreed at the recent Courts Working

Group. The solicitor has sent a copy of the lease to the landlord for signing and will send a copy of the other lease to the Trustees of the Tennis Club for signing. The outgoing Clerk suggested that copies of both leases were signed by the Parish Council and that hopefully no further amendments are required. RESOLVED: DG and RV to sign both leases and plans and the Clerk was the witness.

3. Financial

- a) To receive an update on .gov.uk domain
This has been deferred to the next meeting.
- b) To receive the accounts
The accounts up until 31 October 2024 were received.
- c) To receive a bank reconciliation as at the 30 September 2024
The bank reconciliation as for the accounts up until 31 October 2024 was received and signed by IM in accordance with the Financial Regulations.
- d) To receive and authorise the payment list
The Payment list was received. Signed by DG in accordance with the Financial Regulations. It was RESOLVED for IM and DG to authorise the payments online.
- e) To discuss 2025/2026 budget
Clerks to discuss and present the Parish Council with the proposed budget at next meeting. DG raised that play area needs updating.

Balances as at 4 November 2024

National Savings Account	£10,087.20
Unity Trust Account:	£19,301.56

Electronic Payments

Supplier	Description	Amount
Louise Goldsmith	Salary	£ 528.12
HMRC	Tax	£ 247.20
Charlie Gavin	Salary	£ 460.12
Louise Goldsmith	Expenses	£ 149.48
Charlie Gavin	Expenses	£ 76.55
Gel Creative	Website maintenance	£ 100.00
Capel Groundcare	Grounds Maintenance	£ 690.40
Capel Groundcare	Playground repairs	£ 1763.10
Google	Email Accounts DD	£ 96.00
SLCC	Local Administration Manual	£ 142.20
Surrey Hills	License for the Farm	£ 900.00
Total		£5,088.00

104/24] PARISH MATTERS:

1. Highways

a) Outstanding Faults:

Potholes

The water leak at the front of the Village Hall has been reported and blue marked the area Clerk to request an update

b) **New Faults to be reported:**

Pothole on junction of Church and Pinesfield Lane to be reported, Clerk will report this

c) **Update on Green Lane:**

KCC will sort the potholes. The Clerk advised that the Parish Council has received confirmation from KCC that Green Lane is both a public right of way and a private road from Taylors Place

d) **Highways Improvement Plan (HIP):**

Taylors Lane: The footway extension proposals were discussed, and the Parish Council raised concerns that the footway extension, without the bollards, will not resolve the problem as the vehicles will still mount the kerb. The Parish Council also requested a sign to prevent motorists mounting the footway.

Pilgrims Way: The Parish Council do not agree with the results of the ATC. KCC will seek authorisation to undertake a speed review using the new compass system and cross-reference the current data. The only suitable location for the ATC was near the junction. KCC will also query if the speed can be checked along the entire length of the lane. The Parish Council also raised concern about how narrow the lane is and the height of the bank which drops down on one side.

Vigo Hill: The Parish Council expressed concerns regarding the dangerous tight bend on the hill which is not visible when travelling down past Pilgrims House (in both directions).

Gullies: The Parish Council queried the costs of additional cleanse and jetting of the gullies. KCC confirmed the costs for additional services are £1,840 for a cleanse and jet £1,272 for a cleanse with no jetting.

2. **Recreation Ground and Playground:**

Remedial works have been completed and a new seat for the rocker will be ordered.

The play area needs updating, Clerk to look into the FCC grant to cover the costs

3. **Allotments:**

The Clerk advised that one of the allotment holders has complained that some branches are hanging over his plot. It was agreed that the Clerk should ask the grounds maintenance contractor to cut the branches

4. **Trottscliffe School:**

A Risk Assessment for the Bonfire Night held on the recreation ground was received and approved in between meetings. AP reported that the bonfire night was very well attended. ALP advised Members that the library in the school is being improved.

5. **Community Farm:**

The farm can still not register any of the farm animals under the Country Parish Holding number as the previous lease holder still holds the CPH number in his name. The Clerk has been asked to write to request he de registers or pass on the login details.

6. **Climate Change Initiatives:**

There was no update on the project to install electric vehicle charging points in the village hall car park.

7. **Christmas Tree for the Village Green:**

It was agreed to arrange for a Christmas Tree on the village green. ALP offered to contact the local farmer who has provided and installed the tree in the past to see if he would be willing to do this again. The Clerk was asked to apply, as in previous years to KCC, for a license to run the cable across the road to connect the lights on

the tree to the electricity supply at The George.

105/24 REPRESENTATION AT MEETINGS

- a) **Courts Working Group:** A meeting took place on the 8 October 2024. A draft copy of the minutes have been circulated.
- b) **Village Hall:** IM attended the last meeting, the firework evening went well and raised over £3,500. The next event for them is the Christmas party on 7 December 2024.
- c) **Parish Partnership Panel:** There has been no meeting.
- d) **Standards Committee:** There has been no meeting.
- e) **KALC Area Committee:** There has been no meeting, AP is hoping to attend the next meeting.
- f) **Trosley Liaison Group:** There has been no meeting

106/24] CORRESPONDENCE/CONSULTATIONS

- a) For Information
 - 1] Joint Transportation Board: 2 December 2024
 - 2] Parish Partnership Panel: 21 November 2024
 - 3] Standards Committee: 20 January 2025
 - 4] KALC: 12 December 2024
 - 5] Trosley Liaison Group: 23 April 2025

107/24] ITEMS FOR THE NEXT MEETING

Raising the profile of the Parish Council to ensure that the Village is aware of the role of the Parish Council

108/24] ANY CONFIDENTIAL MATTERS

Nothing to consider.

109/24] DATE OF THE NEXT MEETING:

The next Parish Council Meeting is due to be held at 7.30pm in the Village Hall on Thursday 5 December 2024.

There being no other business the meeting closed at 9.18pm

Chairman

Date.....